

Secure Residential Placements for Female Youthful Offenders

Bidder's Workshops

April 18, 2007 in Sacramento and April 20, 2007 in Glendale

Questions and Answers

1. **What is a "locked facility," how are you expecting your contractors to deal with this?**

Our intent is to award contracts on a regional basis, in smaller residential placement(s), as close to the girls' home communities as possible. The placements must be staff secure with locked doors to prevent youth from leaving the facility.

2. **Define locked doors, meaning they can not get out from the inside?**
Yes.

3. **In the Southern Region, the minimum number of beds to propose is 45. Can a contractor request the full amount of funding available?**

Yes.

4. **Can a unit in an existing juvenile hall be used for placements?**

This is a possibility. However, you must meet all legal mandates such as site, sound, age and separation issues. DJJ is looking for a comprehensive program. DJJ does not intend to move girls/young women from a correctional setting to another detention setting which goes against evidence-based practice.

5. **Are there any limitations on collaborative partners that we can subcontract with?**

There are no limitations. Subcontracting is allowed. Contractors would need to identify all subcontractors and collaborative providers through their proposal.

6. **For county governments, we have our own contracting procedures that require competitive bid requirements. How can we identify subcontractors when we have not gone through the contracting process?**

We suggest that you incorporate in your proposal contracting timelines, requirements and identify potential subcontractors or collaborative partners.

7. **What is the start date of the 12 month Grant?**

The start date is upon approval and will be in full affect for 12 months.

8. **What is the breakdown of the amount of females that are committed from each of the three regions?**

Attachment I "Population Map by County of Commitment" provides the number of girls by county and is broken down by each region.

9. **Is a match required?**

No match is required, but it is not precluded either.

10. **Is the contractor required to serve all the population of girls between the ages 11-25?**

No. The contractor will need to identify and include the population they can serve in their proposal.

11. **Are contractors required to provide on-site education?**
Yes, it is a legal mandate to provide education. The contractor will need to provide on-site education, which may include electronic or distance learning technology.
12. **Does this include post secondary education?**
Yes.
13. **What is character based education?**
Character based education is a combination of essential qualities centered in life management skills that will allow youth to maximize their individual potential, realize their personal goals and to participate positively in the community.
14. **In the RFP it states case plans must be accessible by staff from central office, facilities and parole. Is it required to be an electronic version?**
No. As long as DJJ staff can have physical access to review girls/young women's case files and information.
15. **Are there specific staffing requirements (i.e. types of positions)?**
There are no requirements. Staff must be willing to work with girls/young women and be responsible to their needs and understanding. However, you must identify project personnel, qualification requirements and job descriptions in your proposal.
16. **Are you looking for one contractor for all 128 beds?**
It is a possibility. Services must be provided on a regional basis as specified in the RFP.
17. **What happens if DJJ is unable to contract for all 128 girls/young women?**
DJJ will contract with providers who are awarded a contract and will continue to house the remaining girls/young women.
18. **Does DJJ have any expectations on the types of organizations that are most likely to apply?**
No.
19. **What is the percent of garnishments for trust accounts?**
50%. The contractor is responsible for collecting restitution from wages and account deposits of youth who owe restitution.
20. **What is the average daily cost for a female youth at Ventura Youth Correctional Facility?**
The average daily cost per female youth is \$470 (based upon staffing cost, medical, education, dental, custody and treatment).
21. **If an award is made to a contractor for 62 beds, how can they ensure the beds will remain filled?**
Generally, this will not be a problem. DJJ will have the ongoing capacity to fill the beds.
22. **How was the \$8.6 million figure determined for residential placements?**
The estimated contract costs and budget justification was based a population projection of 120 girls/young women at \$200 per bed, for 12 months for fiscal year 2007/2008.
23. **What is the percent of the population that have children?**
Currently, DJJ has 19 girls/young women with children and only 1 pregnant girl/young woman which amounts to 14% of girls/young women with children.

24. **What is the percentage of the population that have substance abuse issues?**
Approximately 57% of girls/young women have substance abuse issues.
25. **What percentage of the population have been sexually abused?**
Approximately 40% of girls/young women at Ventura Youth Correctional Facility have been sexually abused. Over 80% have been victims of abuse (i.e. physical, psychological, and/or sexual).
26. **How frequent do suicide attempts occur?**
Approximately, one serious attempt per month. However, it can involve the same individual(s).
27. **In terms of identifying staff in our proposal, would it be feasible to include an officer as a staff?** It does not necessarily need to be a Correctional Officer, however the staff must have the knowledge base and ability to manage in a correctional environment.
28. **For girls/young women under the age of 18, is parental/guardian consent required for medical care?**
Consent is not required for general preventive health care (i.e. family planning, mental health, substance abuse and immunizations). To treat a medical condition or serious injury (i.e. surgery or psychotropic medication, etc.), parental consent is required.
29. **Can two counties contract as co-applicants?**
Yes.
30. **What happens to funding after year one?**
Future funding will be contingent upon the availability of state funds.
31. **Is it mandatory to be at a Bidder's Workshop in order to submit a proposal or letter of intent?**
No.
32. **Are the proposals due to DJJ on May 1, 2007?**
The original date for the proposals was due on May 1, 2007. Currently, an addendum is posted with the date proposals being due to DJJ on June 1, 2007.
33. **If a Contractor subcontracts with a DVBE organization, when can an award start?**
Upon approval, you must document all information on your good faith effort attempts.
34. **Why is it required that 3% of each contract be awarded on a good faith effort to a DVBE organization?**
3% is the Statewide Goal. However, every contractor is required, through legislation, to contract with a DVBE or make a "Good Faith Effort" to contract with a DVBE.
35. **Is DVBE mandatory?**
Yes.
36. **Is there anything pending in the lawsuit that indicates funding to be contracted out in the future?**
DJJ committed to release this RFP for secure residential placements. If we are not able to contract for all 128 beds, DJJ will continue to house the remainder of the girls/young women.

37. **Do the girls remain under the jurisdiction of the state?**
Yes.
38. **Will the Ventura Youth Facility continue to house the females/young women?**
DJJ's intention is to contract out to smaller residential placements for the girls/young women. For those girls/young women who cannot be placed, DJJ will continue to be responsible for housing them.
39. **The RFP states, you released an RFI to Mental Health Directors, substance abuse providers, etc. Are potential contractors allowed to submit a proposal for substance abuse services only?**
In your proposal, you must identify the population you can serve and the type of services.
40. **Can the proposal be specific to age?**
Yes. You must identify the population you can serve.
41. **Is there a funding stream solely for providing services only to the girls/young women?**
A provider would be eligible to apply. However, DJJ intends to contract for both placement and treatment services.
42. **What happens if a contracted facility exceeds the bed capacity, where would the overage go?**
The contractor will only be responsible for providing services and placements based on the number of beds they agreed to in their contract.
43. **Will DJJ staff provide any technical assistance (i.e. female youthful offender expertise)?**
Yes. We will address this question as soon as possible via addendum.
44. **What is the definition of a smaller regionally based facility?**
Evidence-based research indicates that smaller regionally based facilities (range of 25-30 beds) allows for a more conducive environment for treating girls and young women.
45. **What is the cost per youth factor and cap that can be requested?**
It is open for the provider to show cost for the number of beds up to but not to exceed the amount of funding as specified by Region in the RFP.
46. **Can multiple contracts be awarded, per region? As provider(s) may only have the capacity for a specified number of beds.**
Per RFP, DJJ can only award one contract per region.
47. **What are the fire code requirements for secure residential placements (Detention vs. Community Residential Program)?**
Contractor will be required to abide by the fire codes designated for their facility and statute (i.e. city and county ordinances and regulations).
48. **Before the contract is awarded, will there be site inspections?**
No.

49. **In the RFP it states that the contractor shall provide medical, mental health, dental, vision and family planning services to all girls/young women in their care. Would CDCR/DJJ consider taking responsibility for these services?**
Yes, we'll consider this. We will address this question as soon as possible via addendum.
50. **In CDCR's Female Community Correctional Rehabilitation Center RFP, CDCR will be the responsible party for contracting medical services, is that something DJJ would consider?**
Yes, we'll consider this. We will address this question as soon as possible via addendum.
51. **In the body of the RFP, there is no mention of "Service Evaluations." Please define and elaborate what this mean?**
The contractor must describe an evaluation plan that measures outcomes for the delivery of services of girls and young women.
52. **Are 20 beds an absolute minimum number that a contractor can propose?**
Yes.
53. **Is DJJ paying for filled or unfilled beds?**
Both. DJJ will award contracts and fund the number of beds proposed by the contractor.
54. **In those cases where girls/young women are committed to DJJ and placed in residential placements, will DJJ continue to charge the counties a sliding scale?**
Yes.
55. **Will a bidder be disqualified if the penalty of perjury is not signed at the time of submittal (i.e. DVBE Worksheet Attachment IV Penalty of Perjury)?**
Yes.
56. **Can the proposal be signed by someone other than the person signing the penalty of perjury statement?**
Yes, it can be signed by someone with the authority to sign the RFP.
57. **Can funding be used to upgrade an already existing facility or provide temporary housing until the upgrades have been completed?**
No.